



DONALD L. WOLFE, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

900 SOUTH FREMONT AVENUE
ALHAMBRA, CALIFORNIA 91803-1331
Telephone: (626) 458-5100
www.ladpw.org

ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE

REFER TO FILE: **PM-1**

March 23, 2006

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**LADERA COUNTY PARK SENIOR AND COMMUNITY BUILDING
CATEGORICAL EXEMPTION - ADOPT AND ADVERTISE
SPECS. 6645; C.P. 69244
SUPERVISORIAL DISTRICT 2
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND
THE DIRECTOR OF PARKS AND RECREATION THAT YOUR BOARD:**

1. Find that the project is categorically exempt under the California Environmental Quality Act Guidelines in accordance with Article 19, Sections 15303(c) and 15304(b), and under Classes 3(d) and 4(c) of the County of Los Angeles Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987.
2. Adopt plans and specifications for the construction of the Ladera County Park Senior and Community Building project at an estimated construction contract cost of \$2,434,000. Instruct the Executive Officer to advertise for bids to be received and opened on May 2, 2006, in accordance with the Instruction Sheet for Publishing Legal Advertisements (Enclosure B).

3. Authorize the Director of Public Works to execute a Consultant Services Agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule for a not-to-exceed fee of \$3,600 funded by existing project funds, and establish the effective date following determination by the Director of the apparent lowest responsible bidder.
4. Approve the Youth Employment Plan (Enclosure C).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended actions will authorize competitive bidding for construction of the Ladera County Park Senior and Community Building project. The project consists of constructing a new 4,300-square-foot senior and community building to include a community room, kitchen, restrooms, offices, computer lab, lounge, and conference room; resurfacing the existing parking lot; adding security lighting; and installing new irrigation and landscape.

Parks and Recreation will employ at-risk youth to perform landscaping work for the project.

The proposed Agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule that conforms to the County's schedule specification is critical to successfully manage construction activities by both the contractor and the County. A responsible contractor must be able to produce such a construction schedule. Bid specifications provide that if the apparent lowest bidder fails to complete an acceptable schedule, the Director may return to your Board to recommend that the bidder be determined nonresponsible and recommend awarding the construction contract to the next lowest bidder, contingent on that bidder completing a baseline schedule that conforms to the County's specifications.

Implementation of Strategic Plan Goals

These actions meet the County Strategic Plan Goals of Fiscal Responsibility and Children and Families Well-Being as it is an investment in public infrastructure and will provide enhanced recreational opportunities that will assure good health, social and emotional well-being, and educational/workforce readiness.

FISCAL IMPACT/FINANCING

The total project cost approved by your Board, including plans and specifications, plan check, construction, at-risk youth employment, utility/equipment connection fees, consultant services, miscellaneous expenditures, and County services, is \$2,500,000.

The project is currently funded from the Safe Neighborhood Parks Proposition of 1996 \$576,000, Parks In-Lieu Fees \$89,000, Regional Park and Open Space District Excess Funds \$190,000, and a State Proposition 12 RZH grant of \$1,645,000. An application for State Proposition 12 funds was previously submitted and approved by the State.

During the design phase, it was determined that a seismic fault study was required due to the project site being located in the Newport-Inglewood Fault Zone. The fault study, which included an extensive site trenching investigation, increased consultant services cost by \$220,874 and County services by \$9,141. The study found fault splays east of the storm drain. As a result, structures for human occupancy are not recommended in that area. The absence of faulting in the westerly part of the trench results in a recommendation for a 10-foot storm drain setback to a buildable area approximately 70 feet wide and 190 feet long. The proposed 40- by 118-foot Senior and Community Building is within this area. Additionally and in light of the recent market increase in construction material costs, an independent cost estimate was obtained. The independent estimate placed the project's current construction cost at \$2,434,000 (an increase of \$893,623 in construction costs and a Change Order contingency increase of \$89,362) resulting in a revised project budget cost estimate of \$3,713,000.

We are recommending that your Board defer any adjustments to the project budget until the bid process has been completed due to the volatility of the current construction market. At that time, we will return to your Board with final recommendations regarding project scope, funding, and award of the Construction Contract.

Operating Budget Impact

Based on current salaries and employee benefits rates and the available project details, Parks and Recreation anticipates the following one-time and ongoing costs to operate and maintain the facility. Parks and Recreation estimates one-time startup costs of \$107,951 for appliances; furnishings; and recreation equipment and supplies for the community building, including computers, network printers, equipment and cabling, educational and internet filtering software, and required licenses to provide a computer lab. Parks and Recreation estimates an additional \$203,210 in annual ongoing costs.

This includes \$47,813 for maintenance staff and supplies, utilities, and an increase to the existing Maintenance Service Contract and \$155,397 for recreation program staff, recreation program supplies, computer support, and server maintenance.

Parks and Recreation is currently refining and updating the operating and utility cost estimates and will work with the Chief Administrative Office to determine the appropriate operating requirements and available funding. Based on the current project schedule, the one-time and ongoing costs will be incurred beginning in Fiscal Year 2006-07. Parks and Recreation will request funding for these operating costs as part of its Fiscal Year 2006-07 Budget Request.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard Construction Contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for Contract termination, renegotiation, and hiring qualified displaced County employees will be included in the Contract.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the Contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of Contract award, bidders will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

To ensure that the Contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported will be considered before making a recommendation to award.

Under the provisions of the County of Los Angeles Regional Park and Open Space District Policy, Parks and Recreation is actively pursuing employment opportunities to meet the County's Youth Employment Minimum Obligation. The estimated cost of the Youth Employment Plan for this project is \$11,088 as detailed in Enclosure C. In addition, the plans and specifications encourage the contractor to employ at-risk youth on the project.

ENVIRONMENTAL DOCUMENTATION

When your Board approved the project budget, it was indicated that a Negative Declaration for the construction of the new Ladera Senior and Community Building project will be prepared and submitted for consideration to your Board at the adopt and advertise stage. Upon further review, it was determined that the proposed project is categorically exempt under CEQA in accordance with Article 19, Sections 15303 (c) and 15304 (b), and under Classes 3(d) and 4(c) of the County of Los Angeles Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, because the project will involve construction in an urbanized area of a new senior and community building that is less than 10,000 square feet in floor area where existing public services and facilities are available and the surrounding area is not environmentally sensitive. A Notice of Exemption will be filed with the Registrar-Recorder/County Clerk.

CONTRACTING PROCESS

Advertising for bids will be in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements (Enclosure B). Following receipt of bids scheduled for April 4, 2006, we will return to your Board for Construction Contract award.

As requested by your Board on February 3, 1998, this Contract opportunity will be listed on the Doing Business with Us website.

The Honorable Board of Supervisors
March 23, 2006
Page 6

Participation by Community Business Enterprises (CBE) in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The park will remain open during construction, which is scheduled to begin in May 2006.

The project specifications require the contractor to coordinate its construction schedule with the daily functions and activities of the park to minimize disruption of services and to maintain access to the park areas during construction.

CONCLUSION

Please return one adopted copy of this letter to the CAO (Capital Projects Division), Parks and Recreation, and Public Works.

Respectfully submitted,

DONALD L. WOLFE
Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

RUSS GUINEY
Director of Parks and Recreation

DB:vmg
U:\pmd\l\courts\l\brooks\Ladera Park Senior Center\PM\corr\LaderaSeniorCommAA.doc

Enc. 3

cc: County Counsel
Department of Public Social Services (GAIN/GROW Program)
Office of Affirmative Action Compliance

March 23, 2006

ENCLOSURE A

**LADERA COUNTY PARK SENIOR AND COMMUNITY BUILDING
CATEGORICAL EXEMPTION - ADOPT AND ADVERTISE
SPECS. 6645; C.P. 69244**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Construction Documents	12/08/05*
Jurisdictional Approvals	03/13/06*
Construction Award	07/11/06
Construction Start	08/16/06
Substantial Completion	10/01/07
Final Acceptance	11/29/07

*Actual completion date

II. PROJECT BUDGET SUMMARY

Budget Category	Approved Project Budget	Anticipated Impact	Proposed Project Budget
Plans and Specifications	\$ 143,000	\$ 0	\$ 143,000
Plan Check	\$ 33,500	\$ 0	\$ 33,500
Construction			
Construction	\$ 1,540,000	\$ 893,623	\$ 2,433,623
Change Order Contingency	154,000	\$ 89,362	243,362
Youth Employment*	<u>20,000</u>	<u>\$ 0</u>	<u>20,000</u>
Total Construction	\$ 1,714,000	\$ 982,985	\$ 2,696,985
Equipment/Utility Connection Fees	\$ 80,000	\$ 0	\$ 80,000
Consultant Services	\$ 56,400	\$ 220,874	\$ 277,274
Miscellaneous Expenditures	\$ 15,000	\$ 0	\$ 15,000
County Services	\$ 458,100	\$ 9,141	\$ 467,241
TOTAL	\$ 2,500,000	\$ 1,213,000	\$ 3,713,000

* Includes youth labor, materials, and supervision.

March 23, 2006

ENCLOSURE B

**LADERA COUNTY PARK SENIOR AND COMMUNITY BUILDING
CATEGORICAL EXEMPTION - ADOPT AND ADVERTISE
SPECS. 6645; C.P. 69244**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishing all materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPECS</u>	<u>PROJECT</u>	<u>BID DOC. FEE</u>	<u>DATE OF BID OPENING</u>
2	6645	Ladera County Park Senior and Community Building Project 4750 62nd Street Los Angeles, CA	\$50	05/02/06

Copies of the project manual and drawings may be obtained at the Cashier's office, Department of Public Works, 900 South Fremont Avenue, Mezzanine, Alhambra, California 91803, for the fee stated above. For bid information, please contact Ms. Kathleen Gandara of Architectural Engineering Division at (626) 458-2566. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's office no later than 10:45 a.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 11 a.m. on this date in the Architectural Engineering Division's Conference Room, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess an "A" or "B" license classification at the time of bid. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code, to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en Español, por favor llame al Telefono (626) 458-2588.



Upon 72 hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 S. Ave. Fremont), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del departamento al (626) 458-4081 o TDD (626) 282-7829, de Lunes a Jueves de las 7 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California, dated April 4, 2006.

Specs. 6679

JOANNE STURGES, ACTING EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES

March 23, 2006

ENCLOSURE C

**LADERA COUNTY PARK SENIOR AND COMMUNITY BUILDING
CATEGORICAL EXEMPTION - ADOPT AND ADVERTISE
SPECS. 6645; C.P. 69244**

YOUTH EMPLOYMENT PLAN

Background:

The project consists of constructing a new 4,300-square-foot senior and community building to include a community room, kitchen, restrooms, offices, computer lab, lounge, and conference room; resurfacing existing parking lot, adding security lighting; and installing new irrigation and landscape.

Task(s) that may be Performed by Youth:

Parks and Recreation will employ at-risk youth to perform landscaping work for the project.

Estimated Cost of Youth Employment:

Total estimated hours of youth employment	1,344.00
Cost per hour	\$ 8.25
Total estimated cost of youth employment	\$ 11,088.00

Method of Youth Employment:

Youth referrals for employment will be provided by the County of Los Angeles Departments of Children and Family Services, Community and Senior Services, Public Social Services, Probation, and/or by a school district. Youth employment will be managed and supervised by Parks and Recreation staff. In addition, the Contract documents will require the contractor to make a good faith effort to employ youth from the community in which the project is being carried out in conformance with the County's definition of at-risk youth.

Youth Employment Goal:

Under the provisions of the Los Angeles County Regional Park and Open Space District policy on employment of youth, the Youth Employment Minimum Obligation of the County of Los Angeles is \$15,739,750 (equal to 50 percent of the total maintenance and servicing funding from Proposition A of 1992 and 1996). Parks and Recreation continues to actively pursue employment opportunities for youth on all projects. However, the County has met its YEG as follows:

	<u>Accomplished</u>
Project Support	\$ 849,791
Maintenance	\$ 269,680
Other New Youth Employment*	<u>\$23,301,348</u>
Total Youth Employment	\$24,396,190

* Various parks and other County programs.